

**REQUEST FOR VISITORS
ADMITTANCE TO CENSUS**

INSTRUCTIONS – Complete items 1–5. Forward to Chief, Census Security Office the day prior to the scheduled visit.

1. Date prepared

TO

**Chief, Census Security Office
U.S. Census Bureau**

FROM Name and title

Division or office

Signature of official

GUARD INSTRUCTIONS – Visitor(s) listed below must sign the register at time of arrival and write in time of departure.
Escort must also sign the register on the same line as the visitor(s) at time of departure.

2. VISITORS ADMITTANCE INFORMATION

Name of visitor (a)	Organization affiliation of visitor (b)	Date (c)	Time		Building (f)	Name of escort (g)	Name of person to be visited (h)
			Entrance (d)	Departure (e)			

3. Reason for admittance

4. APPROVED

a. Chief, Census Security Office (*Signature*)

b. Date approved